

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE FARGO PARK DISTRICT OF MARCH 10, 2020**

The regular monthly meeting of the Board of Commissioners of the Park District of the City of Fargo was held on Tuesday, March 10, 2020, at 5:30 p.m. at the Fargo Park District office at 701 Main Avenue, Fargo, North Dakota. Present at the meeting were Commissioners Jerry Rostad, Stacey Griggs, Vicki Dawson. Commissioners Rusty Papachek and Joe Deutsch appeared by phone. Also present were: Dave Leker, Tyson Lund, Carolyn Boutain, Paul Grindeland, Brian Arett, Dave Bietz, Diane Jones, Clay Whittlesey, Craig Bjur and attorney Thad Swanson.

Approval of Minutes

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the minutes of the February 11, 2020 meeting. Upon call of the roll, the motion passed unanimously.

Approval of February Bills

Commissioner Joe Deutsch moved and Commissioner Stacey Griggs seconded a motion to approve the bills for February 2020 as presented. Upon call of the roll, the motion passed unanimously.

Approval of Order of Agenda

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the agenda as presented. Upon call of the roll, the motion passed unanimously.

Director's Report

Dave Leker presented to the Board. He noted that there has been a request from Sanford to use Island Park the night June 18, 2020 as part of the Roger Maris Golf Tournament festivities. He noted that on June 19, 2020 the Park District is hosting Midwest Kid's Fest in Island Park starting that morning. He noted that Sanford would provide all manpower for their event and that their event would be open to the public. It was noted that Sanford would pay for advertising for Midwest Kid's Fest as part of their advertising for their event.

Dave Leker also noted that a light standard at Tharaldson Softball Complex blew over from wind. He noted that the Park District is working with their insurance company to pay for the replacement along with making sure all other light standards are inspected. Finally, the Park District plans to move forward putting forward a request for proposals for legal services.

No action was taken on this matter.

Foundation Director's Report

Brian Arett lead the presentation to the Board on this matter. He noted that the Foundation Golf Classic is schedule for May 27 at Rose Creek Golf Course. He noted that the Foundation plans to more of a fundraiser to raise more money. Brian Arett also noted that the Valley Senior Services had a very successful Giving Hearts Day raising \$148,000.00 with an individual donor donating \$75,000.00.

No action was taken on this matter.

**Review and Consider Approval of Lease Proposal for
Restaurant at Edgewood Golf Course**

Carolyn Boutain presented to the Board on this matter. It was noted that the leasing group consists of Keith Stensgard, Dave Glessner, and Kevin Hall with Spirit Properties, Inc. It was noted that the lease would start on March 11, 2020. It was noted that the lease is a year to year lease for the time being and until the tenant group wants to put more permanent improvements into the restaurant. It was noted that lease payments would be based on a percentage of sales. It was noted that the Park District and tenant group will share in expenses for shared areas. It was noted that the tenants will obtain the proper liquor license and standard insurance. It was noted that the Park District will be putting in approximately \$15,000.00 in improvements into the restaurant space. It was noted that the tenant group hopes to open within 30-45 days.

Commissioner Rusty Papachek moved and Commissioner Joe Deutsch seconded a motion to the lease for the restaurant at Edgewood Public Golf Course as present. Upon call of the roll, the motion passed unanimously.

Approval and Award of Park Equipment and Sports Turf/Golf Equipment Bids

Park Equipment

Dave Bietz presented to the Board on this matter. It was noted that the Park District received one bid from Swanston Equipment for a Bobcat T650. It was noted that the Park District budgeted \$55,000.00 for this piece of equipment.

Commissioner Stacey Griggs moved and Commissioner Vicki Dawson seconded a motion to approve and award Swanston Equipment the Park Equipment bid for the Bobcat T650 in the amount of \$53,053.00 as presented to the Board. Upon call of the roll, the motion passed unanimously.

Sports Turf/Golf Equipment

Dave Bietz presented to the Board on this matter. It was noted that the Park District received multiple bids for the Sports Turf and Golf Equipment package which consists of 12 different pieces of equipment. It was noted that the total bid package that staff is recommending for approval came in at \$351,692.00 and that the Park District had budgeted \$412,327.00 for the package of equipment.

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve and award MTI Distribution the package Sports Turf and Golf Equipment bid for Items #1-#4 and Items #6-#10 in the total amount of \$333,365.00, and approve and award Turfwerks the sports turf and golf equipment bid for Item #5 in the amount of \$18,327.00 as presented to the Board. Upon call of the roll, the motion passed by a vote of 4-0 with Commissioner Rusty Papachek abstaining from the vote.

Approval of Managed IT Services Contract

Tyson Lund presented to the Board on this matter. It was noted that the Park District received six different bids. It was noted that a team reviewed the proposal and selected two finalists for formal interviews. It was noted that the interview team recommend moving forward with Corporate Technologies.

It was noted that Corporate Technologies already works with the West Fargo and Grand Forks Park Districts and that their bid was lower than the other finalist. It was noted that the term of the services contract would be for one year with annual renewal options.

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the contract with Corporate Technologies for managed IT services as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Resolution to Declare Emergency Exists for 2020 Flood

Tyson Lund presented to the Board on this matter. It was noted that the a major flood is forecasted for this spring and that declaring an emergency allows the Park District to waive the advertising requirement for purchases over \$50,000.00 in the event something is needed immediately.

Commissioner Vicki Dawson moved and Commissioner Stacey Griggs seconded a motion to approve the resolution to declare an emergency exists for the 2020 flood, as presented to the Board. Upon call of the roll, the motion passed unanimously.

Approval of Updated Transit Title VI Plan

Paul Grindeland presented to the Board on this matter. It was noted that the Transit Title VI Plan is required to be updated every three years. It was noted that the plan is a template from the North Dakota Department of Transportation.

Commissioner Stacey Griggs moved and Commissioner Vicki Dawson seconded a motion to approve the updated Valley Senior Services Transit Title VI Plan as presented to the Board. Upon call of the roll, the motion passed unanimously.

At the conclusion of the above agenda items, a motion to adjourn was made and seconded, and upon unanimous consent the meeting adjourned at approximately 6:15 p.m.

Jeffrey B. Gunkelman